

MINUTES
ENGLISH BICKNOR VILLAGE HALL and BAR

A Trustees and Governance Sub Group Meeting of E.B. Village Hall & Bar was held in the bar on Wednesday 16th August 2023 at 7.30 pm.

PRESENT:

Mr. P. Gwilliam (Chairman/Trustee), Mrs. S Shelbourne (Treasurer/Trustee), Mrs. A Watkins (Vice Chair/Trustee), Ms. R Lacey (Gov Sub Group), Mr. D Gunter (Holding Trustee), Mr. J Entwistle (Secretary/Trustee).

APOLOGIES:

Mrs. D Gwilliam (Gov Sub-Group). Mr. B Haile (Holding Trustee), Mr. N Watkins (Holding Trustee).

1. Review of the letter from the Charities Commission, Complaint Letter/Governance.

JE read the letter to the meeting. It was agreed that some of the advice and guidance contained in the letter would need to be included into the new Governance Document. RL took the action to review the letter in detail and also the linked references with the aim of including further content into the new Governance Document.

The meeting was happy with the response from the Charity Commission particularly as they have taken information from several sources before replying. The Charity Commission has now closed this complaint.

JE has had confirmation from the Charities Commission that a Holding Trustee can also be a Managing Trustee as long as it is stipulated in the Governance Document. RL takes the action to include that the Chairman only can be both a Management and Holding Trustee.

2. Quotes for Changing Room doors

SS has received three quotes for fitting the changing room doors. The doors are not standard size and need additional work to make them compliant with Fire Regulations.

Door Doctor - £979.00
B Taylor carpentry - £790.00
KSB - £475.00

The Managing Trustees selected B Taylor as the preferred quote.

Post meeting deviation. As B Taylor cannot carry out the work until mid-October the work has been offered to KSB (Kerry Bourne). The work is planned to be carried out on the 24th August.

The price from KSB will go up slightly from the quote of £475 as they are not standard door sizes and his quote was for standard FD30 doors

3. Trustees

JE has had confirmation from the Charities Commission that only the Managing Trustees names should be placed on their webpage for the EBVH Charity. At the moment the names of the Holding Trustees are displayed. JE will ensure that the Managing Trustees names will be added to the web page.

4. Land Registry

JE has contacted Barbera Jordans Solicitors, Lydbrook to ask if they can assist us in getting Land Registration for the VH. No response has been received. DG has a contact in Hereford who may be able to assist. DG to make enquiries.

There being no other business, the meeting closed at 8.45 p.m.

The next Committee Meeting will be held on **Monday 25th September at 7.30 pm.**

There will also be a Committee Meeting on **Monday the 23rd October at 7.30 p.m.** to accept the annual accounts.

Signed